

**Facilities Management Internal Service Fund/5511**

	<b>2003 Actual <sup>1</sup></b>	<b>2004 Adopted</b>	<b>2004 Estimated <sup>2</sup></b>	<b>2005 Adopted</b>	<b>2006 Projected <sup>3</sup></b>	<b>2007 Projected <sup>4</sup></b>
<b>Beginning Fund Balance</b>	2,766,521	240,452	125,809	753,020	1,598,388	2,604,127
<b>Revenues</b>						
Miscellaneous		1,669,943	1,669,943	2,293,656	2,408,339	2,528,756
Interest Earnings <sup>5</sup>		91,007	35,000	21,000	59,150	104,580
Charges to CX agencies <sup>6</sup>		14,547,209	14,538,111	22,041,237	23,174,930	24,101,928
Charges to non-CX agencies/private agencies		9,597,467	9,665,630	3,218,781	3,331,438	3,464,696
Architectural-Engineering		4,002,156	4,002,156	4,216,910	4,427,756	4,649,143
Crafts		3,885,290	3,885,290	3,799,269	3,989,232	4,188,694
CX Transfer <sup>7</sup>		300,857	300,857	384,813	398,281	414,213
<b>Total Revenues</b>	<b>30,422,852</b>	<b>34,093,929</b>	<b>34,096,987</b>	<b>35,975,666</b>	<b>37,789,127</b>	<b>39,452,009</b>
<b>Expenditures</b>						
Operating Budget	(33,063,564)				-	
Director's Office		(3,976,810)	(3,962,273)	(4,131,097)	(4,337,652)	(4,511,158)
Building Services - Ops		(27,104,708)	(26,940,491)	(28,093,704)	(29,498,389)	(30,678,325)
Capital Planning and Development		(3,295,220)	(3,275,595)	(3,340,476)	(3,507,500)	(3,647,800)
One-Time Retroactive Pay for Settled Labor Contract				(100,000)		
Encumbrance Carryover			(68,089)			
<b>Total Expenditures</b>	<b>(33,063,564)</b>	<b>(34,376,738)</b>	<b>(34,246,448)</b>	<b>(35,665,277)</b>	<b>(37,343,541)</b>	<b>(38,837,282)</b>
<b>Underexpenditure Estimate <sup>8</sup></b>		515,651	776,672	534,979	560,153	582,559
<b>Other Fund Transactions</b>						
RCECC Utility Underexpenditure 2004			260,000			
RCECC Utility Rebate 2004			(260,000)	0	0	
<b>Total Other Fund Transactions</b>				0	0	
<b>Ending Fund Balance</b>	<b>125,809</b>	<b>473,294</b>	<b>753,020</b>	<b>1,598,388</b>	<b>2,604,127</b>	<b>3,801,413</b>
<b>Reserves &amp; Designations</b>						
Jail Projects Reserve			(74,020)			
Encumbrance Carryover	(68,089)					
<b>Total Reserves &amp; Designations</b>	(68,089)			-	-	
<b>Ending Undesignated Fund Balance</b>	<b>57,720</b>	<b>473,294</b>	<b>679,000</b>	<b>1,598,388</b>	<b>2,604,127</b>	<b>3,801,413</b>
<b>Target Fund Balance <sup>9</sup></b>				3,263,164	3,345,923	3,375,081

**Financial Plan Notes:**

<sup>1</sup> Revenue actuals are from the 2003 YTD ARMS report. All other actuals are from the 2003 CAFR.

<sup>2</sup> 2004 Estimated is based on revised revenue estimates for interest earnings and projected utilities underexpenditure for the RCECC

<sup>3</sup> Revenue growth 5% except 3.5% for psf charges and expenditure growth 5%

<sup>4</sup> Revenue growth 5% except 4% for psf charges and expenditure growth 4% no adjustment for NCOB

<sup>5</sup> Investment Interest is calculated as 3.00% of revenue in 2005, 4.55% of revenue in 2006, and 4.98% of revenue in 2007.

<sup>6</sup> 2004 Estimated includes revenues reduced by \$260,000 for the RCECC utility rebate

<sup>7</sup> Beginning in 2005, CX transfer will support the Emergency Homeless Shelter (\$71,500) and Screener Program

<sup>8</sup> Underexpenditure Assumption is 1.5% of total expenditures. 2004 Estimated includes \$260,000 of RCECC utilities underexpenditure.

<sup>9</sup> Target Fund Balance - 5-year program to achieve fund balance targets

	<b>2005</b>	<b>2006</b>	<b>2007</b>	
One Week Working Capital	696,159	728,917	758,074	Designed to carry sufficient cash to cover business cycle
Billable Time Variance Reserve	500,000	500,000	500,000	Designed to cover revenue shortfalls for drop off of work or extended vacancy periods
Homeland Security Reserve	200,000	200,000	200,000	Designed to cover unanticipated periods of heightened security measures and other support
Utility Rate Variance Reserve	315,000	315,000	315,000	Designed to cover unanticipated changes to utility rates, particularly Seattle Steam
Equipment Replacement Reserve	250,000	300,000	300,000	Placeholder for non-computer equipment replacement. Detailed lists under development
<b>Subtotal</b>	<b>1,963,164</b>	<b>2,045,923</b>	<b>2,075,081</b>	
Accrued Vacation and Sick Reserve	1,300,000	1,300,000	1,300,000	Designed to cover liability accrual for vacation
<b>Grand Total</b>	<b>3,263,164</b>	<b>3,345,923</b>	<b>3,375,081</b>	